



- ✓ Accept Hong Kong Dollar and US Dollar cheque(s)
- ✓ Comprehensive advice with deposit account's name<sup>^</sup> and cheque image
- ✓ Deposit up to 30 cheques each time
- ✓ Statement shows individual cheque deposits<sup>+</sup>
- ✓ Instant credit<sup>\*</sup>
- ✓ Access with OR without ATM/Company ATM/Company Deposit card
- ✓ Input your own reference

## Cheque Deposit Machine

A smarter and faster way to deposit your cheques



## How to use the machine when you deposit HKD cheque(s)?

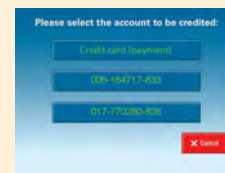
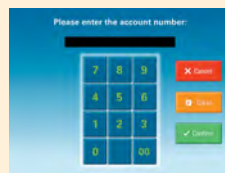
### Access without card:

1. Press "Start"
2. Select language
3. Select Service
4. Select currency
5. Enter account number

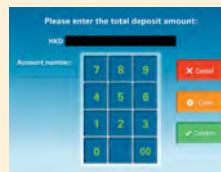


### Access with card:

1. Insert card
2. Remove card
3. Select Service
4. Select currency
5. Select account



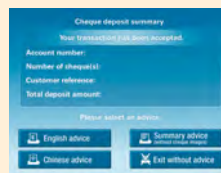
6. Enter total deposit amount of all cheques



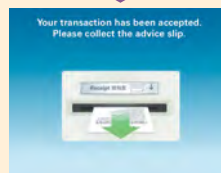
7. Insert cheques into cheque insertion slot all at once (Up to 30 cheques can be inserted each time)



8. Check deposit information and select advice type



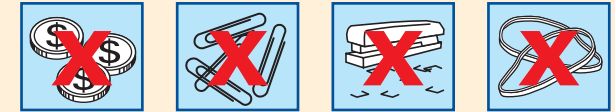
9. Transaction complete. Take advice for reference.



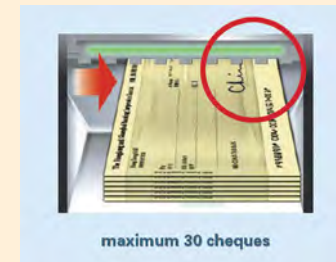
The flow for depositing local clearing USD cheque(s) are similar to that demonstrated above.

## Points to note when using the machine:

- Do not deposit cheques with coins or accessories like clips, staples, rubber bands, and do not deposit cheques that have sprocket holes. Folded or damaged cheques may also affect the transaction.



- Only the following are accepted: Hong Kong dollar cheques, gift cheques and cashier's orders. Some machines also accept US Dollar local clearing cheque<sup>§</sup>.
- Calculate the total deposit amount before using the machine if more than one cheque is being deposited into the same account.
- The service can be used for credit card bill payment; it cannot be used for any other bill payments.
- Select the 'Reference' option to input the message to be shown on the advice and statement.
- Deposit all cheques face up with the signature area aligned to the right of the insertion slot.



<sup>^</sup> With the exception of USD cheques.

<sup>+</sup> Except on credit card statement and passbook.

<sup>\*</sup> Hong Kong dollar cheques (except USD cheques) deposited before the cutoff time will be shown on your account instantly. The funds will be available after clearing, in the same way as cheques deposited over the counter.

<sup>§</sup> Only accept transaction of US Dollar local clearing cheque below US Dollar 500,000.

